



## **MINUTES**

Kelce Leadership Team Meeting  
1:30 a.m., August 22, 2018

**Present:** Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Mr. David Hogard, Dr. Lynn Murray

- I. PLC Update
  - a. Review of last week's opening University General Faculty meeting
    - i. Discussion about PSU Opening meeting last week.
  - b. Program Prioritization
    - i. Provost will lead initiative prioritizing academic programs at PSU.
      - a. The plan is to bring in outside consultants to give advice on what programs need to be targeted for investment and what new programs are need to attract students
      - b. Preliminary plans to begin this process will occur after new general education curriculum development initiatives have been completed.
  - c. KBOR Budget – lobbying with legislature
    - a. President Scott received an e-mail from the head of the board of regents asking for a list of targeted priorities for PSU so that they can be specific in asking for funding from the legislature.
    - b. Deans will provide lists of priorities for the president to review. Discussed adding an entrepreneurship concentration.
  
- II. Debrief Last Week's College Meetings
  - a. Faculty Meeting
    - i. Task Force on Ethics Statement – who to serve?
      - a. Suggestions for those to serve: Don Baack, Jamie Brooksher, Alex Binder, David O'Bryan (Dr. Grimes will ask each to serve)
  - b. Undergraduate School Meeting
    - i. Program Coordinators – feedback?
      - a. Dr. Harris gave feedback on the UG school meeting.
      - b. Discussed assignments of Program Coordinators for this semester.
  
- III. AACSB Visit – Planning for Site Visit
  - a. Annotated strategic plan
    - i. Dr. Grimes is working on creating an annotated document of the college strategic plan for the accreditation visit – will show progress made on each action item. Will send to team prior to visit.
  - b. Preparation of Faculty and Students for visit - need to schedule visits with committees and clubs
    - i. As committee names come in, Mimi will schedule a time for them to meet with Dr. Grimes and Dr. Harris.
  - c. Prepare building – presentation cases, bulletin boards, etc. Also where to locate team workroom?
    - i. Discussed getting building ready for the accreditation visit. Will have GA's assist in preparing the bulletin boards, presentation cases, etc.
    - ii. Team work room – suggestion to use 223 conference room (in Accounting/Computer Info Systems offices). Will need a printer in the room. (Printer also needed at hotel.)
  
- IV. Financial Support of Faculty Credentialing
  - a. History of payments for Accounting faculty
    - i. Licensing is now taking place for faculty for licenses/credentials/memberships, etc. – historically Accounting/CIS has paid for these licensures, dues and credentials.
      - a. Discussion followed on a policy for faculty on paying for dues and memberships, etc.

- b. Need uniform college-wide policy now that we are faculty of the whole
    - i. Membership fees/licensures will be looked at on a case-by-case basis to be paid.
- V. Reorganization and Miscellaneous Issues
- a. Any start-up problems or issues?
    - i. David stated that there were problems with enrolling international exchange students at open enrollment last week. There were organizational problems.
    - ii. The last CARES session went well. There were five students who were scheduled to come and only 3 came to the session.
    - iii. MPAcc – Dr. Cortes is not able to view records of these students. There were only 4-5 students who enrolled in the program. Program needs to be promoted to current/incoming accounting majors.
    - iv. There are problems with some administrators not having access to student records that are needed.
  - b. Reorganization Press Release – TV report ran yesterday on KSN
  - c. Administrative Assistants – third position search underway. Mimi handling organization of search.
  - d. Kansas State Fair – volunteers needed
    - i. There is one day that Dr. Grimes has volunteered and is not going to be able to go (9/10-11). Needs someone to fill in. Dr. Murray or Dr. Cortes should be able to attend.
- VI. Unit Updates
- a. KUSB – Eric Harris – still need to hire a GA for accounting faculty; discussed who might be eligible.
  - b. KGSB – Din Cortes – AP program is proceeding and meetings are scheduled this week with AP and PSU constituents; met with Howard Smith and Pawan Kahol about recruiting students from China; current MBA enrollment is 102; need one more member for the MPAC (Kristen Maceli).
  - c. OBE – Lynn Murray – FE is going well; Ms. Wachter’s Intro to Business course is going well with 111 enrolled; will be working on new recruiting materials. Will add Business Professionalism class as a Writing to Learn class.
  - d. AACR – David Hogard – it has been a busy week; Monday is the last day for students to enroll themselves; COC coffee is tomorrow at the alumni center; popsicles with professors will take place on Monday, the 27<sup>th</sup>; Phillips 66 day is next Wednesday, August 30.
- VII. New Business –
- a. Discussed mailroom mail boxes and pickup of mail
- VIII. Old Business
- a. P&T Document
  - b. Targeted Journals and Conferences
- IX. Adjourn

**Dates to Remember:**

1. Last Day to Enroll or Add Courses, August 27
2. Labor Day Holiday, September 3
3. Kelce Fall Picnic, September 4
4. Kelce Golf Tournament, October 1
5. Fall Break, October 11 and 12
6. **AACSB Reaffirmation Visit, October 14 to 16**
7. Homecoming Week, October 15 to 20
8. Midterm D&F Grades Due, October 15
9. Final Drop Day, November 5
10. Rumble in the Jungle, November 3
11. Thanksgiving Break, November 21 to 23
12. Last Day to Withdraw, November 30
13. Final Exam Week, December 10 through 14
14. Commencement, December 14